

Our Reference: SEC/D.7/007

January 16, 2023

The General Manager
Pakistan Stock Exchange Limited
Stock Exchange Building
Stock Exchange Road
Karachi-74000

Dear Sir

**Notice Under Section 159(4) of the Companies Act, 2017 – Election of Directors
And Procedure for Electronic Voting Facility and Voting through Postal Ballot**

Enclosed, please find the copies of the Company's Notice in pursuance of Section 159(4) of the Companies Act, 2017 and the Procedure for Electronic Voting Facility and Voting through Postal Ballot appeared in the Karachi, Lahore, and Islamabad editions of the following newspapers today:

1. The daily Business Recorder (English)
2. The daily Dunya (Urdu)

You may please inform the TRE Certificate Holders of the Exchange accordingly.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Mazhar Iqbal', written over a faint circular stamp.

Mazhar Iqbal
Company Secretary

Encl. As above



PAKISTAN OXYGEN LIMITED

PROCEDURE FOR ELECTRONIC VOTING FACILITY AND VOTING THROUGH POSTAL BALLOT

Members of Pakistan Oxygen Limited ("The Company") are hereby notified that pursuant to Companies (Postal Ballot) Regulations, 2018 amended through notification dated December 05, 2022, issued by the Securities and Exchange Commission of Pakistan ("SECP"), herein, SECP has directed all the listed companies to provide the right to vote through electronic voting facility and voting by post to members on all businesses classified as special business.

Accordingly, members of the Company will be allowed to exercise their right to vote through electronic voting facility and voting by post through the special business in its forthcoming Extraordinary General Meeting ("EOGM") to be held on January 23, 2023, at 02:00 p.m. in accordance with the requirements and subject to the conditions contained in the aforesaid Regulations.

For the convenience of the Members, Ballot Paper is annexed to this notice and the same is also available on the Company's website www.pakoxxygen.com.

Karachi
Monday, January 16, 2023

Mazhar Iqbal
Company Secretary

Procedure for E-Voting:

- Details of the e-voting facility will be shared through an e-mail with those members of the Company who have their valid CNIC numbers, cell numbers, and e-mail addresses available in the register of members of the Company by the close of business on January 16, 2023.
- The web address, login details, and password, will be communicated to members via email. The security codes will be communicated to members through SMS from the web portal of CDC Share Registrar Services Limited (being the e-voting service provider).
- Identity of the Members intending to cast vote through e-Voting shall be authenticated through electronic signature or authentication for login.
- Members shall cast vote online at any time from January 18, 2023, 09:00 a.m. to January 22, 2023. Voting shall close on January 22, 2023, at 5:00 p.m. Once the vote on the resolution is cast by a Member, he/she shall not be allowed to change it subsequently.

Procedure for Voting Through Postal Ballot:

- The members shall ensure that the duly filled and signed ballot paper, along with a copy of Computerised National Identity Card (CNIC), should reach the Chairman of the meeting through post at the Company's registered address, West Wharf, Dockyard Road, Karachi, or email at Chairman.EOGM@pakoxxygen.com, one day before the EOGM on January 23, 2023, during working hours. The signature on the Ballot Paper shall match with the signature on the CNIC.



PAKISTAN OXYGEN LIMITED

Ballot Paper for voting through post for the Special Business at the Extraordinary General Meeting, to be held on Monday, January 23, 2023, at 02:00 p.m. at the Company's Registered Office, West Wharf, Dockyard Road, Karachi.
Phone: +92 21 32313361 (9 lines) Website: www.pakoxxygen.com.

CNIC/Passport No. (In case of a foreigner) (copy to be attached)	
Additional information and enclosures (in case of a representative of Body Corporate, Corporation, and/or Federal Government)	
Name of Authorised Signatory	
CNIC/Passport No. (In case of foreigner) of Authorised Signatory (copy to be attached)	

Resolution For Agenda Item No. 2
RESOLVED as and by way of Special Resolution THAT the Authorised Share Capital of the Company be and is hereby increased from Rs. 700,000,000/- (Rupees Seven Hundred Million) divided into 70,000,000 ordinary shares of Rs. 10/- each to Rs. 1,500,000,000/- (Rupees One Billion and Five Hundred Million) divided into 150,000,000 ordinary shares of Rs. 10/- each and THAT the existing Clause 5 of Memorandum of Association of the Company be and is hereby amended to read as follows:

Clause 5 of the Memorandum of Association:

The share capital of the Company is Rs. 1,500,000,000 (Rupees One Billion and Five Hundred Million) divided into 150,000,000 ordinary shares of Rs. 10 each. The shares in the original or any increased capital may be divided into several classes, and there may be attached thereto respectively any special rights, privileges, conditions, or restrictions.

FURTHER RESOLVED THAT the Company Secretary of the Company be and is hereby authorised to take necessary steps and execute documents as may be expedient for the purpose of giving effect to the spirit and intent of the above resolutions.

Instructions For Poll

- Please indicate your vote by ticking (✓) the relevant box.
 - In case if both the boxes are marked as (✓), your poll shall be treated as "Rejected".
- We hereby exercise my/our vote in respect of the above resolution through ballot by conveying my/our assent or dissent to the resolution by placing tick (✓) mark in the appropriate box below;

Resolution	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
Agenda Item No. 2: To increase the authorised share capital of the Company as stated above.		

NOTES:

- Duly filled Ballot Paper should be sent to the Chairman of Pakistan Oxygen Limited at West Wharf, Dockyard Road, Karachi or e-mail Chairman.EOGM@pakoxxygen.com. Copy of CNIC/Passport (in case of a foreigner) should be enclosed with the postal ballot form. The Ballot Paper should reach the Chairman within business hours by or before Sunday, January 22, 2023. Any postal ballot received after this date, will not be considered for voting. Signature on the Ballot Paper should match with the signature on the CNIC/Passport (in case of a foreigner). Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written poll paper will be rejected. In case of a representative of a Body Corporate, Corporation or Federal Government, the Ballot Paper Form must be accompanied by a copy of the CNIC of an authorised person, an attested copy of the Board Resolution/Power of Attorney/Authorisation Letter, etc., in accordance with Section(s) 138 or 139 of the Companies Act, 2017 as applicable. In the case of a foreign body corporate, etc., all documents must be attested by the Counsel General of Pakistan, having jurisdiction over the member. The Ballot Paper Form has also been placed on the website of the Company at: www.pakoxxygen.com. Members may download the Ballot Paper from the website or use an original/photocopy published in newspapers.

Date _____

Shareholder's/Proxy holder's Signature/Authorised Signatory
(In case of corporate entity, please affix company stamp)

Business Recorder, Karachi | 7
Monday, January 16, 2023

BUSINESS RECORDER



PAKISTAN OXYGEN LIMITED

ELECTION OF DIRECTORS

Notice under Section 159(4) of the Companies Act, 2017

In pursuance of Section 159(4) of the Companies Act, 2017, members are hereby notified that the following persons have filed with Pakistan Oxygen Limited ("the Company") notices of their intentions to offer themselves for election as Directors of the Company at the Extraordinary General Meeting ("EOGM") to be held on Monday, January 23, 2023:

- | | |
|---------------------------|------------------------------|
| 1 Mr. Waqar Ahmed Malik | 2 Mr. Siraj Ahmed Dadabhoj |
| 3 Syed Hassan Ali Bukhari | 4 Mr. Shahid Mehmood Umerani |
| 5 Mr. Javed Kureishi | 6 Mr. Mohammad Iqbal Puri |
| 7 Mr. Atif Aslam Bajwa | 8 Mr. Tayyeb Afzal |
| 9 Ms. Tushna D Kandawalla | 10 Mr. Mohammad Younus Dagha |

Since, the number of persons who have offered themselves to be elected is not more than the number of Directors fixed by the Board under Section 159(1) of the Companies Act, 2017, therefore, the above-named candidates shall be deemed to have been elected as Directors of "Pakistan Oxygen Limited" at the aforesaid EOGM of the Company

Karachi:
16 January 2023

Mazhar Iqbal
Company Secretary

